

Form 4506 (Rev. October 1983)	Department of the Treasury – Internal Revenue Service Request for Copy of Tax Form or Individual Income Tax Account Information	OMB Clearance Number 1545-0429
Important: Before completing this form, please read all instructions on the back.		
1. Name of taxpayer(s) as shown on tax form 2. Current name and address 3. If information is to be mailed to someone else, show the third party's name and address 4. If name in third party's records differs from item 1 above, show here (See instructions for item 3.)	5. Social security or employer identification number as shown on tax form 6. Spouse's social security number as shown on tax form 7. Tax form number (Form 1041, 941, etc.) 8. Tax period(s) (No more than 4 per request) 9. Amount due (Make check payable to IRS.) Note: Full payment must accompany your request	
10. Describe what you want	(Check only one box) \$5.00 each <input checked="" type="checkbox"/> Copy of tax return and all attachments (including Forms 1042) Note: If you need these copies certified for court or administrative proceedings, check here <input type="checkbox"/> also. \$2.50 each <input type="checkbox"/> Tax account information only (Do not use for income averaging) \$2.50 each <input type="checkbox"/> Form 1040A or Form 1040EZ verification only	

Privacy Act and Paperwork Reduction Act Notice

We ask for this information to carry out the Internal Revenue laws of the United States. We need the information to gain access to your return in our files and properly respond to your request. If you do not furnish the information, we may not be able to fill your request.

Please sign here	Telephone number of requester
Signature _____ Date _____	_____

Form 4506 (Rev. 10-83)

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Form **4506**

(Rev. January 1987)

Department of the Treasury
Internal Revenue Service**Request for Copy of Tax Form**

Please read instructions before completing this form.

OMB No. 1545-0429

Expires 12-31-89

Important: Full payment must accompany your request.

1 Name of taxpayer(s) as shown on tax form (husband's, and wife's, if joint return)	6 Social security number as shown on tax form (if joint return, show husband's number)
2 Current name and address	6a Wife's social security number as shown on tax form
3 If copy of form is to be mailed to someone else, show the third party's name and address.	7 Employer identification number as shown on tax form
3a If we cannot find a record of your return, check here if you want the payment refunded to the third party. <input type="checkbox"/>	8 Tax form number (Form 1040, 1040A, etc.)
4 If name in third party's records differs from item 1 above, show name here. (See instructions for items 3, 3a, and 4)	9 Tax period(s) (1983, etc.) (No more than 4 per request)
	10 Amount due for copy of tax form:
	a Cost for each period \$ 4.25
	b Number of periods requested in item 9
	c Total cost (multiply item 10a by item 10b) \$

Make check or money order payable to Internal Revenue Service

5 Check the box to show what you want:

☐ Copy of tax form and all attachments. The charge is \$4.25 for each period requested.Note: If you need these copies for court or administrative proceedings, also check here. ☐☐ Copy of Form W-2 only. There is no charge for this.

Please

Sign

Here

Signature

Date

Telephone number of requester

Convenient time for us to call

Title (if item 1 above is a corporation, partnership, estate, or trust)

Instructions

Privacy Act and Paperwork Reduction Act Notice.—We ask for this information to carry out the Internal Revenue laws of the United States. We need the information to gain access to your return in our files and properly respond to your request. If you do not furnish the information, we may not be able to fill your request.

Purpose of Form.—Use this form to request a copy of a tax return or Form W-2.

Note: If you had your return filled out by a paid preparer, check first to see if you can get a copy from the preparer. This may save you both time and money.

If you are not the taxpayer shown in item 1, you must send a copy of your authorization to receive the copy of the form. This will generally be a power of attorney, tax information authorization, or evidence of entitlement (for Title 11 Bankruptcy or Receivership Proceeding). If the taxpayer is deceased, you must send enough evidence to establish that you are authorized to act for the taxpayer's estate.

Copies of joint returns may be furnished to either the husband or the wife. Only one signature is required. If your name has changed, sign Form 4506 exactly as your name appeared on the return and also sign with your current name.

Please allow at least 45 days for delivery. Be sure to furnish all the information asked for on this form to avoid any delay in our sending your requested copies. (You must allow at least 6 weeks processing time after a return is filed before requesting a copy.)

Corporations, Partnerships, Estates, and Trusts.—For rules on who may obtain tax information on the entity, see Internal Revenue Code section 6103.

Items 3, 3a, and 4.—If you have named someone else to receive the tax form (such as a CPA, scholarship board, or mortgage lender), you must include the name of an individual with the address in item 3. Also, be sure to write the name of the client, student, or applicant in item 4 if it is different from the name shown in item 1. For example, item 1 may be the parents of a student applying for financial aid. Show the

student's name in item 4 so the scholarship board will know what file to associate the return with. If we cannot find a record of your return, we will notify the third party directly that we cannot fill the request. If you checked the box in 3a, we will refund the payment for the copies to the third party.

Item 5.—If you want a copy of your Form W-2 only and not a copy of your tax return, be sure to check the box for Copy of Form W-2 only and in item 8 show "Form W-2 only"; in item 10c show "no charge."

If you need only tax account information and not a copy of your tax return or Form W-2, do not complete this form. See the instructions on the back under "Tax Account Information Only."

Items 6 and 6a.—For individuals, enter the social security number as shown on the tax form. For joint returns, show the husband's social security number in item 6 and the wife's in item 6a. If you do not furnish this information, there may be a delay in processing your request.

(Continued on back)

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